



KPU Tutor Training Journal Rubric

Skill	Not observed	Approaching expectations	Meets expectations	Exceeds expectations
Integration with training content/ theory		Journal entry includes one or more topics addressed in tutor training materials; integration of training content is relatively superficial and/or disconnected from practice.	Journal entry includes one or more topics addressed in tutor training material; training content is well-integrated with events and personal practice described in the journal.	Journal entry includes one or more topics addressed in tutor training. Integration is very thorough and incorporates additional materials beyond the scope of basic tutor training.
Critical reflection on personal experience		Journal entry reports on personal experience, but may lack sufficient evidence of reflection on or analysis of personal experience.	Journal entry reports on and analyzes personal experiences, and states relevant thoughts and emotions arising from these experiences. Personal experiences are connected with training/theory.	Journal entry reports on and deeply analyzes specific personal experiences, and states relevant thoughts and emotions arising from these experiences. Demonstrates depth in both evaluation and analysis of experience, and significant connections with training/theory.
Self-evaluation: Plan for next steps/ future growth		Journal indicates a pathway for change/growth, but may not clearly indicate steps; item identified for future growth may not link closely with the journal theme.	Journal indicates a pathway for future growth that is appropriately connected with the journal topic; action steps are clear and measurable.	Journal demonstrates strong and accurate self-understanding in light of the journal topic; indicates a pathway for growth that is highly relevant. All action steps are well-defined and measurable.
Structure and Presentation		Journal has some structure, but lacks one or more of the following: sufficient length, appropriate organization, or a clear theme.	Journal is well structured, with a clearly developed organizing theme. The unique voice of the journal writer is evident.	Journal engages the reader's attention through innovative or exceptional structure around a clear organizing theme. Presentation is professional and may include creative elements.